

SPECIAL EVENT - PUBLIC PROPERTY USER APPLICATION & AGREEMENT

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DO NOT USE FOR

* Contractor vehicle permit

OR

* Single Day
Temporary Parking
Restriction
Request

DIRECTIONS

Step One:

- If this request involves closing a street
 Contact Lafayette Police Special Operations Division / 765-807-1293
- If this request involves renting the Big Four Depot Community Room, Riehle Plaza, or John T. Myers Pedestrian Bridge Contact Facilities Department for availability / 765-807-1323

Step Two:

• Complete and submit this application to Lafayette Clerk's Office City Hall, 2nd floor, 20 N 6th Street, Lafayette, IN / 765-807-1021

<u>User Information</u>							
Date of Event: 7/23/2022 Time: From: 2 am/pm to: / am/pm							
Name: Star CityBlues + Jazz Testival Organization: Frends of Downtown							
Street Address: 5th Street between Columbia + Ferry							
City: Lacay ette State: TN Zip Code: 47901							
Contact person(s): Ken M Cammon Phone Number(s): 765-414-7608							
Email: K. Mccam mon @ com cast, net							
Event Description: Music Festival							
Caterer: Caterer's Phone Number:							
This event will utilize the following venues (check all that apply):							
☐ Big 4 Depot - Community Room ☐ Riehle Plaza ☐ John T. Myers Bridge							
City Right-of-way City Street Sidewalk Other							
This event will include the following elements (check all that apply):							
Estimated Attendance: Private Trash Hauler (must be removed by 8am following day)							
Street/Sidewalk/Right-of-way restriction or closure							
Restroom Facilities (required for events 4+ hours)							
Alcohol (security is required) Security (required when serving alcohol)							
Amusement & Entertainment Permit # Not sure if you need an A&E Permit? Go to: http://www.in.gov/dhs/2795.htm							
Stage Dutdoor cooker/grill Other							

<u>Optio</u>	<u>nal Equipme</u>	nt & Service	<u>es:</u>							
X Tı	raffic Control: b	arricades, N o	Parking sign	ns, water barr	iers, Road Cl	losed Signs \$	25			
∑ Ci	ity Equipment: '	Trash totes, o	ther \$25							
Timet	t able (Minimur	m # of days. A	Advanced plan	ning is encou	raged; sequen	ice remains th	ne same)			
	0 7 d	ays 14	days 21 d	days		42	days			
				_						
Pogir		anning	Notices	AND DESCRIPTION OF THE PERSON	vent Preparatio		Event			
Begir	1st week	2nd week	3rd week	4th week	5th week	6th week				
	First contact	Submit Application Pre-event Meeting	Contact Neighbors prior to Board of Works Hearing	Board of Works Public Hearing & Approval			Date of Event			
Appli	<u>cation submi</u>	ttal checklis	<u>st</u>							
	Application									
	Pre-event meeting (if required)									
	Good Neighbor letter to neighboring properties (send or deliver to neighbors 7 days prior to Board of Works hearing)									
V	Letter of request to Board of Works (omit if only using Big Four Depot community room)									
	Receipt – payment made to City of Lafayette									
	Damage Deposit:		\$ (r		equired only when renting Depot)					
•	Permit Fee:		\$ 25 (fe		waived when renting Depot)					
	Rental Fee: \$									
•	Equipment & S	Services:	<u>\$ 50</u>	(opt	ional)					
	Certificate of Insurance									
П	Amusement & Entertainment Permit #									
	Not sure if you need an A&E Permit? Want more information? Go to: http://www.in.gov/dhs/2795.htm and see definition of A&E Permit in Rule and Regulations instructions found at the same link as the Special Event Application									
	Traffic Control / Public Safety / Emergency Plan									
四/	User Agreemer	nt								
V	Board of Public Works and Safety meeting (if required)									

USER AGREEMENT:

INDEMNIFICATION AND RELEASE. In consideration of being permitted the use of the venue(s) indicated above on this document (the "Property"), which Property is owned by the City of Lafayette, User as indicated below, for User and User's legal representatives, successors, and assigns, hereby releases waives and discharges the City of Lafayette, it officers, departments and employees and of them (herein collectively, "City") from all liability to User and User's officers, members, legal representatives, successors, invitees and assigns (herein collectively "User") from any and all loss or damage, and any claim of damages resulting therefore, on account of injury to persons or property arising out of possession or use of the Property, whether caused by the negligence of City, or any of them, or otherwise, resulting during the time the User is entitled to occupy and use the Property. User shall exercise the privileges under this Agreement at User's own risk, and irrespective of any negligence of City, User shall indemnify and hold City harmless from any and all liability for all damages, costs, losses and expenses resulting from, arising out of, or in any way connected with User's use and possession of the Property, including attorney fees incurred by City in defending any action arising out of User's possession or use of the Property, whether caused by negligence of the City, or any of them, or otherwise. City shall not be liable to User for any reason whatever User's occupation or use of the Property shall be hindered or disturbed. User agrees that User has made inspection of the Property and is not relying upon any representations of City or any of them as to the condition of state of repair of the Property or to its suitability for any particular purpose. This release, waiver, and indemnification is intended to be as broad and inclusive as permitted by the laws of the State of Indiana, and if any portion thereof is held invalid, the balance shall, notwithstanding, continue in full legal force and effect.

I have read the above Indemnification and Release and the Policy and Rules governing the use of any public property, city street, sidewalk or public property within the city's right-of-way, the James F. Riehle Plaza, Big Four Community Room, and John T. Myers Main Street Pedestrian Bridge. I agree on my own behalf, and on behalf of the group or organization I am authorized to represent, to such Indemnification and Release and to follow such Rules and Regulations which are incorporated and made a part of this user agreement.

"Lafayette Board of Works"	"User"
Ву:	By: Lenneth Hanne-
	Signature
Date:	Printed: Kenneth R. Mc Common
	Date: $2/7/2022$

January 28, 2022

To:

City of Lafayette Board of Works

From: Ken McCammon

Star City Blues and Jazz Festival Committee

Friends of Downtown

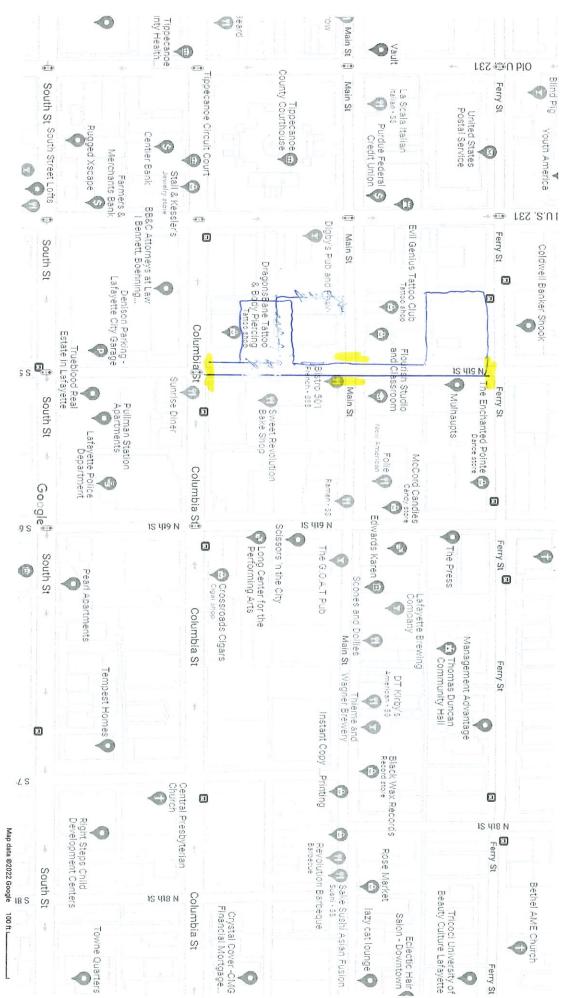
This letter is intended as a request to allow the closure of Main Street from the East sidewalk of 5th Street to the West sidewalk, and 5th Street between Columbia Street and Ferry Street from 2pm until 1am on Saturday, July 23, 2022. This will be done in conjunction with the Star City Blues and Jazz Festival.

It is requested that the City of Lafayette provide barricades for closing the intersections and that these be delivered on Friday and picked up on Monday. Crews associated with the event will be responsible for erecting and removing these barricades. Signs will be required to inform people of the need to remove their vehicles from that portion of Main Street prior to the event (already in possession of organizers). It is also requested that additional trash/recycling receptacles be provided to facilitate cleanup after the event.

Sincerely,

Ken McCammon Friends of Downtown

8 lucs + Jazz



Water Barricale / Street Chosed Sign

STAR CITY BLUES AND JAZZ FESTIVAL

The "Star City Blues and Jazz Festival" committee of Friends of Downtown would like to announce the closure of Main Street from the East sidewalk of 5th Street to the West sidewalk, and 5th Street between Columbia street and Ferry Street from 2pm until 1am on Saturday, July 23, 2022. This will be done in conjunction with the Star City Blues and Jazz Festival.

This will allow the people of Greater Lafayette and surrounding communities an opportunity to enjoy a street festival complete with food, music and fun.

Please call Ken McCammon at 765-414-7608 if you have any questions.

AMT TENDERED: AMT APPLIED: CHANGE:	PAID BY: PAYMENT METH: REFERENCE:	CHARGES: APG1 APPLICATI BARR BARRICADE SPEQ SPECIAL E AMOUNT PAID:	DATE: 02/07/22 TIME: CLERK: sscott DEPT: CUSTOMER#: 999 MISC CUSTOMER COMMENT: FRIENDS OF DOWNTOWN	MISCELLANEOUS PAYMENT City of Lafayette, IN 20 N 6th St Lafayette IN 47901
75 75	STAR CITY CHECK 1058	ION FE E RENT EVENT	2 T D DS OF DOW	IN
75.00 75.00 .00	CITY BLUES :	75,00	TIME: 11 DEPT: WNTOWN	RECPT#:
	& JA	25,00 25.00 25.00	11:08	RECPT#: 3081063